



**STATE OF DELAWARE  
Architectural Accessibility Board  
540 S. DuPont Highway, Suite 1  
Dover, Delaware 19901**

**MINUTES**

**I. CALL TO ORDER**

The November 10, 2016, meeting of the State of Delaware's Architectural Accessibility Board was called to order by the chairman Chad Toms. In addition to Mr. Toms, the record will show that the following board members participated in the meeting, either by email (**E**) or by their actual presence (**P**): Martin Markiewitz (**P**), Chang Yoon (**P**), John Nanni (**P**), Steve Tull (**P**), and Scott Ward (**P**).

Also participating: Jennifer Lieber, Chief Administrator

**II. APPROVAL OF PREVIOUS MINUTES**

The vote was to approve the minutes of the Board's previous meeting, held on October 13, 2016 was recorded.

**III. DISCUSSION OF AGENDA**

Two cases were added by the Administrator.

**IV. CHIEF ADMINISTRATOR'S UPDATE**

The following projects (all having no accessibility issues and/or impact) were approved by the Administrator, and were presented to the Board for their endorsement/acceptance of the approval:

1. DNREC – Improvements to DE Dams
2. DE Hospital for the Chronically Ill– Picket Building and Guest Pavilion Walkway Roof Repair
3. DE Hospital for the Chronically Ill– Maintenance Shop Roof Repair
4. Herman Holloway Campus Administration Building – Chimney Repointing /Repair
5. DEARNG – Closed Circuit Cooler Installation Project

**V. SUBMISSIONS REVIEW COMMITTEE REPORT**

The Submissions Review Committee of the Architectural Accessibility Board met on Wednesday, November 2, 2016. They reviewed three (3) cases and they were forwarded to the full Board for their review. The Board's comments and actions on these cases and the additional two (2) cases are attached as part of these minutes.

**VI. OLD BUSINESS**

None

**VII. NEW BUSINESS**

None

**VIII. SCHEDULE OF NEXT MEETING**

The next meeting of the Architectural Accessibility Board was tentatively scheduled for Thursday, December 8, 2016, at 1:30 PM. The location will be the State Fire Service Center in New Castle.

**IX. ADJOURNMENT**

With nothing further to review or discuss, the meeting was adjourned.

Respectfully submitted,

Jennifer Lieber, Chief Administrator, AAB

JLL

**SUBMISSION NUMBER** 16120

**OWNER** DNREC

**PROJECT** Boardwalk Connector at the Paper Mill Bridge

**DESIGNED BY** DNREC

**CONTACT PERSON** Julio Seneus

**PREVIOUS ACTION** None

**COMMENTS** This project is for the completion of a previously approved NVF Auburn Heights Trail & Farm Lane Bridge and Paper Mill Bridge submission. The existing HI Parcel Trail is now being extended to meet the Paper Mill Bridge via a boardwalk. There is a question about the slope and length of the boardwalk and we are awaiting a response from the Owner and the DOJ.

**RECOMMENDATION** Disapproved

**SUBMISSION NUMBER** 16121

**OWNER** OMB

**PROJECT** JTVCC – New Sally Port Building

**DESIGNED BY** RG Architects

**CONTACT PERSON** Oscar Enderica

**PREVIOUS ACTION** None

**COMMENTS** This project is for the construction of a new intake facility for JTVCC. The project is located on the southeastern corner of the facility and is temporary holding facility while inmates complete the intake process. There are three employees in the building. They will park in the central lot. There is no parking adjacent to the building. The project is compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16126

**OWNER** DSHA

**PROJECT** The Pearl Center

**DESIGNED BY** Architectural Alliance

**CONTACT PERSON** Toren Williams

**PREVIOUS ACTION** None

**COMMENTS** This project is for the construction of a new facility. This project was not compliant for the following reasons:

1. There are no details on the accessible parking and access path to the building.
2. There is no detail on the staircase and railings.
3. The accessible kitchens do not have enough shelving at acceptable reach ranges.

Revised drawings were received and reviewed. The project is compliant with the revisions.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16127

**OWNER** OMB

**PROJECT** Kent County Courthouse

**DESIGNED BY** Clear Security Systems

**CONTACT PERSON** Rob Robinson

**PREVIOUS ACTION** None

**COMMENTS** This project is for the installation of a secure vestibule area at the Kent County Courthouse. There are four doors in the system. All of the doors are compliant in size and hardware one of which is equipped with an auto closer. The project is compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16110 - R

**OWNER** DSHA

**PROJECT** Quaker Village Apartments

**DESIGNED BY** Architectural Alliance

**CONTACT PERSON** Paul Johnson

**PREVIOUS ACTION** Disapproved – October 2016

**COMMENTS** This project is for the renovation to an existing 44 unit apartment complex. There are 9 accessible units. This project was not compliant for the following reasons:

1. There are no details on the accessible parking.
2. The accessible kitchens do not have enough shelving at acceptable reach ranges.

All deficiencies have been addressed and corrected.

**RECOMMENDATION** Approve